

**Meeting of the Board of Health
St. Joseph County Department of Health
4th Floor, County-City Building
Council Chambers**

August 16, 2023

4:30 p.m.

Available by Zoom:

<https://us06web.zoom.us/j/81442698080?pwd=aHFaL1ZCTnR4RFdiRm5rV2hxb21jUT09>

Meeting ID: 814 4269 8080

Passcode: 206238

One tap mobile

+1 312 626 6799 US (Chicago)

I. CALL TO ORDER & ROLL CALL

II. ADOPTION OF THE AGENDA

It is recommended the Board of Health members adopt the agenda for August 16, 2023.

III. APPROVAL OF MINUTES

1. It is recommended the Board of Health members approve the minutes of May 24, 2023.
2. It is recommended the Board of Health members approve the minutes of June 21, 2023.
3. It is recommended the Board of Health members approve the minutes of July 19, 2023.

IV. BOARD PRESIDENT ANNOUNCEMENTS:

23-57 Introduction and Welcome - Dr. Diana Purushotham – Health Officer

23-58 Introduction and Welcome - Elizabeth Lindeman – Board of Health Member

V. HEALTH OFFICER PRESENTATION and REPORT:

23-59 Discussion and Vote on July 2023 Health Officer's Report

Environmental Health

Finance

Food Services

Health Equity, Epidemiology and Data (HEED)

Health Outreach, Promotion & Education (HOPE)

Nursing – Immunizations, Mobile Clinic & Public Health Nursing

Vital Records

Combined Unit Lead Report

VI. NEW BUSINESS:

23-60 Appointment - Elizabeth Lindenman to a Board of Health Committee

23-61 Re-appointment – Robert Hellenthal, Ph.D. to the Onsite Wastewater Advisory Board (OWAB)

23-62 Re-appointment – Dave Jeffers to the Onsite Wastewater Advisory Board (OWAB)

23-63 Re-appointment – Ronald Hellenthal, Ph.D. to the Water Resources Advisory Board (WRAB)

23-64 Re-appointment – Dave Jeffers to the Water Resources Advisory Board (WRAB)

- 23-65 Re-appointment – John Lankowicz to the Water Resources Advisory Board (WRAB)
- 23-66 Discussion and Vote - County Code 51 - Sewage and Septic Systems Regulations (as amended)
- 23-67 Discussion and Vote - Job Description – Administrative Assistant (Nursing)
- 23-68 Discussion and Vote - Job Description – Insurance Billing Specialist (Administration)
- 23-69 Discussion and Vote - Job Description – School Health Liaison (HOPE)
- 23-70 Discussion and Vote - Budget – School Health Liaison (HOPE)
- 23-71 Discussion and Vote – Fee Schedule – Nursing
QuantiFERON Fee (New) and Immunization Record Fee (Increase)

VII. GRANT REQUESTS:

None

VIII. OLD BUSINESS:

None

IX. BOARD NOTIFICATIONS:

1. Hirings:

Jozie Mikel, Staff Assistant (Env. Health) – 07/05/23
Jenna Rose, Local Public Health Coordinator – 07/24/23
Andrea Tobar, Community Health Worker - MIH – 07/24/23
Diana Purushotham, MD – Health Officer – 07/24/23

2. Resignations:

Frank Spesia, PACEs Coordinator – 07/05/23
Kimyon Woods-Holt – Vital Records Registrar – 07/20/23
Joseph H. Cerbin, MD – Health Officer – 07/24/23
Mary Wachira – Data Analyst – 07/31/23

3. Retirements:

None

4. Terminations:

Mark Fox, MD, PhD, MPH – Deputy Health Officer – 07/21/23

X. PUBLIC COMMENT: (3 Minute Limit)

The following statement provides guidance for the public comment portion of the meeting, as well as the expected decorum for all conversations during the meeting.

At regular meetings, the public is invited to address the Board for three minutes regarding items posted or not posted on the agenda. Individuals may only speak once during this section of the agenda. Speakers shall properly identify themselves by stating their name and address for the record. Personnel issues are not to be addressed during open sessions of the Board of Health. The Board President may interrupt, warn, or terminate a person's statement if the statement becomes personally directed, abusive, obscene, or inflammatory.

Public comment may be given in person. Input from the public can also be sent to the Board by mail or email via the St. Joseph County Department of Health.

XI. TIME AND PLACE OF NEXT REGULAR MEETING:

September 20, 2023 – 4:30 p.m. - Council Chambers, 4th Floor County City Building.

XII. ADJOURNMENT

The Title VI Coordinator has made available at this meeting a voluntary Public Involvement Survey to collect demographic data to monitor and demonstrate St. Joseph County's compliance with its non-discrimination obligations under Title VI and Federal Regulation 23CFR 200.9(b)(4), and more importantly, ensure that affected communities and interested persons are provided equal access to public involvement. Compliance is voluntary. However, to demonstrate compliance with the federal regulation, the information requested must be documented when provided. It will not be used for any other purpose, except to show that those who are affected or have an interest in proceedings, or the proposed project have been given an opportunity to provide input throughout the process.